

## Statement of Deficiencies

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### 5305-E: State Fire Marshal

Not Met

State Approval Date : 6-7-04

#### Findings/Corrections

5305.E. The inspection dated 6/7/04 from the State Fire Marshal indicates a return visit.

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### 5306-F: Discipline

Not Met

#### Findings/Corrections

**Policy Not Posted** 5306.F. The provider's discipline policy was not prominently posted.

· 5306.F. The posted discipline policy failed to include items prohibited according to Class A standards in its entirety..

· Cruel, severe, unusual or unnecessary punishment shall not be inflicted upon children is omitted.

Derogatory remarks shall not be made in the presence of children about family members or children themselves.

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### 5306-H: Complaint Procedure

Not Met

#### Findings/Corrections

5306.H. The center failed to post a statement advising parents of Licensing's authority for complaints. Licensing's address and number is posted with no explanation.

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### 5306-J: Non-Discrimination Policy

Not Met

#### Findings/Corrections

5306.J. The center failed to post a non-discrimination policy for children accepted to the center. The facility only post a policy in reference to employment.

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### 5311-A: Personnel Records

Not Met

#### Findings/Corrections

5311.A.2. Two staff failed to document references having been checked prior to employment.

5311.A.5. **One staff failed to document a criminal ID clearance. This staff hired 5/04. No evidence of having been mailed.**

**The director states the main office has sent this.**

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### 5312-A: Orientation Training

Not Met

#### Findings/Corrections

**No Orientation Training** 5312.A. Ones staff hired 5/04 and one staff hired 1/04 failed to document 4 days supervised working with children on the orientation document.

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### 5327-H: Strings and Cords

Not Met

#### Findings/Corrections

5327.H. Strings and cords shall not be within reach of children. Center has blinds on windows in each class rooms.

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### 5331-L: Identification Information in Vehicle

Not Met

#### Findings/Corrections

5331.L. There shall be information in each vehicle identifying the name of the Director and the name, telephone number and address of the center for emergency situations. One of three buses failed to have this information.

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### 5335-E: Attendance Record

Not Met

#### Findings/Corrections

5335.E. The driver or attendant shall maintain an attendance record of each trip. The log is to record the driver's name, the date, name of all passengers, the name of the person to whom the child was released, and the time of the release. Only one of three bus logs is recording to whom the child is released.

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### 5335-F: Visual Check of Vehicle

Not Met

#### Findings/Corrections

5335.F. **The staff shall** check the vehicle at completion of each trip to ensure no child is left on the vehicle. THIS IS NOT DOCUMENTED. Specialist suggested to director a review of our sample forms on the web page to design a better log for all requirements.